



California Energy Commission

Energy Code Research and Analysis Support and Development Pre-Bid Conference

RFQ-21-401

Efficiency Division
California Energy Commission
December 7, 2021



Welcome and Introductions

- **Elizabeth Thomsen**, Commission Agreement Manager
Efficiency Division
- **Christine Collopy**, Assistant Deputy Director
Efficiency Division
- **Phil Dyer**, Commission Agreement Officer
Contracts, Grants, and Loans Office



Housekeeping Items

- Webinar is being recorded
- Please hold questions until Q&A portion
- Raise your hand or use Zoom Q&A feature if you need help
- Solicitation document updates located on CEC website at <https://www.energy.ca.gov/funding-opportunities/solicitations>



Agenda

Time	Topics
3:00 p.m.	Welcome and Introductions
3:20 p.m.	Scope of Work
3:25 p.m.	Submission Requirements
3:30 p.m.	Evaluation Process and Criteria
3:35 p.m.	Questions and Answers



Background

- Building Energy Efficiency Standards (Energy Code) adopted in 1977
- Updated on a three-year cycle
- Contributes to California's per capita electricity consumption levels remaining relatively flat



Goals

- Building decarbonization in newly constructed residential and nonresidential buildings
- Decreasing energy consumption in existing residential and nonresidential buildings



Purpose

- Developing, updating, and maintaining the California Energy Code for nonresidential, single family residential, and multifamily buildings



Key Activities and Dates

Activities	Action Date
RFQ Release	November 17, 2021
Pre-Bid Conference	December 7, 2021
Written Question Submittal Deadline by 5:00 p.m.	December 14, 2021
Distribute Questions / Answers and Addenda	December 31, 2021
Deadline to submit SOQ by 5:00 p.m.	January 25, 2022
SOQ Discussions with Firms	January 31, 2022 through February 4, 2022
Notice of Selection	February 11, 2022
Cost Negotiations	February 14-18, 2022
Notice of Proposed Award	March 8, 2022
CEC Business Meeting	May 11, 2022



Funding

- Maximum of \$7,500,000 available to fund the three-year contract resulting from this solicitation

Fiscal Year	Amount
2021-2022	\$2,500,000
2022-2023	\$2,500,000
2023-2024	\$2,500,000



Eligible Firms

- Open solicitation for public and private entities
- Team must include professional architectural and engineering consultants qualified to perform tasks outlined in scope of work
- Firms are required to register and be in good standing with the California Secretary of State
 - <http://www.sos.ca.gov>



Disabled Veteran Business Enterprise (DVBE) Participation

- Mandatory certified DVBE participation of at least 3% is required
- Incentive points available for Firms that include more than 3% DVBE participation



Scope of Work

TASK #	DESCRIPTION OF TASK
1	Agreement Management
2	Nonresidential Energy Code Update Measure Identification and Analysis
3	Residential Energy Code Update Measure Identification and Analysis
4	Energy and Climate Accounting Methodologies for the Energy Code
5	Contingencies and Additional Topic Areas for Energy Code Technical Support



Work Authorizations

- Contract resulting from solicitation will be a Work Authorization (WA) Agreement
- All work must be authorized via a WA
- Each WA defines the scope of work, budget, and schedule for the work to be performed



Retainer Contract

- Agreement resulting from solicitation will be a no-fee “retainer” contract
- Contractor held on retainer and assigned work via WAs
- No guarantee for any minimum or maximum amount of work or contract funds



Submission Requirements

- Responses to solicitation must be in a Statement of Qualifications (SOQ)
- SOQ must detail Firm's qualifications to perform tasks outlined in scope of work
- Must submit SOQ in Grant Solicitation System located at <https://gss.energy.ca.gov/>
 - No submissions accepted after deadline



Submission Requirements (Continued)

- Do not include confidential information
- Do not submit price quotes or bids
- Firm submitting SOQ must be Prime Contractor
- Firms may withdraw or modify a submitted SOQ before the deadline
- Prime Contractor must be a single entity, not a group of representatives



SOQ Formatting and Organization

Formatting

- Typed using standard 11-point font
- Single-spaced with a blank line between paragraphs
- Pages must be numbered
- Sections must be titled

Organization

- Section 1 – Administrative Response
- Section 2 – Technical Response



Section 1 – Administrative Response

Required Items	Attachment #
Cover Letter	N/A
Table of Contents	N/A
Contractor Status Form	Attachment 1
Darfur Contracting Act Form	Attachment 2
Disabled Veteran Business Enterprise (DVBE) Declarations Form (STD 843)	Attachment 3
Bidder Declaration Form (GSPD-05-105)	Attachment 4
Contractor Certification Clauses	Attachment 5
Iran Contracting Act Form	Attachment 8
Civil Rights Law Certification	Attachment 9



Section 2 – Technical Response

Required Items	Attachment #
Approach to Tasks in Scope of Work	N/A
Project Team Organizations Structure and Cost Minimization	N/A
Project Team Relevant Experience and Qualifications	N/A
Analytical Tools	N/A
Client References	Attachment 7



Evaluation Process and Criteria

- Administrative and completeness screening
- Grounds to reject an SOQ
 - Firm submitted multiple SOQs
 - Not prepared in format described
- Evaluation of qualifications
- Ranking of SOQs



Evaluation Process and Criteria (Continued)

- SOQ discussions with Firms
- Notice of Selection
- Cost negotiations
- Notice of Proposed Award
- CEC Business Meeting



Questions and Answers

- Questions / answers and any addenda posted on December 31, 2021, to CEC website at <https://www.energy.ca.gov/funding-opportunities/>
- Please use Q&A to submit questions now



Questions and Answers (continued)

- **Written question submittal deadline is December 14, 2021, at 5:00 p.m. (PST)**
- Please submit questions via email to:

Phil Dyer

Commission Agreement Officer

Phil.Dyer@energy.ca.gov



Thank you!